



केंद्रीय दत्तक-ग्रहण संसाधन प्राधिकरण Central Adoption Resource Authority

(भारत सरकार के महिला एवं बाल विकास मंत्रालय का सांविधिक निकाय)
(A Statutory Body of Ministry of Women & Child Development, Government of India)



सं./No.(E-92925) CARA-MISC/148/2021



दिनांक/Date 05/09/2024

OFFICE MEMORANDUM

Subject: Timeline for In-country/Inter-country Relative and Step-parent Adoption

A structured timeline has been finalised by the Steering Committee for streamlining the adoption process in respect of **In-country/Inter-country Relative and Step-parent Adoption for** ensuring clarity for all stakeholders. The detailed timeline for each step of the relative and step-parent adoption procedure is provided in the **attached annexure** for your reference.

All concerned stakeholders are hereby instructed to comply with the timeline provided in the **attached annexure**. This timeline is applicable to all relative and step-parent adoptions conducted under the Juvenile Justice (Care and Protection of Children) Amended Act, 2021 and Adoption Regulations 2022. It is mandatory for all the stakeholders involved to adhere strictly to the prescribed timeline to ensure timely processing.

(Poonam Sharma)
Deputy Director

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Copy to:

State Adoption Resource Agencies (All States/UTs)
Dist. Child Protection Units (All States/UTs)
AFAA (All AFAAs)

Annexure - I

IN COUNTRY RELATIVE/ STEP ADOPTION:

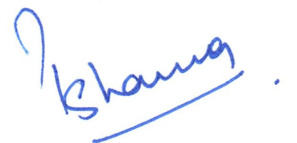
S.No.	Process	Timeline	Responsible authority
1	Documents upload by PAPs after registration	30 days from registration	PAPs
2	After submission of registration by PAPs	30 days from submission of application	DCPU
3	After uploading verification/FBR by DCPU	10 days from the date of DCPU verification	SARA
4	Pre-Approval Letter	10 days from the date of SARA verification	CARA
5	Filing of Adoption Application to concerned DM	10 days from the date of CARA approval	PAPs/ DCPU
6	Issuance of Adoption order by DM	60 days from the date of application received from DCPU	DM



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INTER- COUNTRY RELATIVE/ STEP ADOPTION:

S.No.	Process	Timeline	Responsible authority
1	Documents upload by AFAA after registration and HSR	30 days from registration	AFAA
2	After the case is forwarded from SARA to DCPU	30 days from receiving the case from SARA	DCPU
3	After uploading verification/FBR by DCPU	10 days from the date of DCPU verification	SARA
4	Pre-Approval Letter	10 days from the date of SARA verification	CARA
5	Article 5/ 17	At the earliest (varies by country; USA takes about 3 to 4 months)	AFAA
6	Filing of Adoption Application to concerned DM	10 days from the date of CARA approval	PAPs/ DCPU
7	Issuance of Adoption order	60 days from the date of application received from DCPU	DM
8	Issuance of NOC and CC	10 days from issuance of Adoption Order	CARA



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